



REGISTRAZZJONI TAL-ISTUDENTI
REGISTRATION OF STUDENTS

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Numru tar-Registrazzjoni
Registration Number

Għall-użu uffiċjali / For official use

Jekk jogħġbok, imla BISS it-taqsimiet li japplikaw, skont kif mitlub.
Please complete ONLY the relevant sections, as required.

TAQSIMA 1 – DETTALJI TAL-ISTUDENT/A
SECTION 1 – STUDENT'S DETAILS

Din it-taqsimha trid timtela mill-applikanti kollha.
This section needs to be completed by all applicants.

Il-kunjom
Surname

L-isem
Name

Maskil
Male

 Femminil
Female

In-numru tal-Karta tal-Identità
Identity Card number

Id-data tat-twelid
Date of birth

 / /

In-numru tal-passaport ¹
Passport number

L-età
Age

Il-pajjiż tat-twelid
Country of birth

Il-post tat-twelid
Place of birth

In-nazzjonalità
Nationality

L-iskola li jixtieq/tixtieq jattendi/tattendi
Preferred school

Is-sena skolastika li fiha se jibda/tibda jattendi/tattendi
The scholastic year in which s/he will start attending

Immarka (✓) s-sena li se jkun/tkun fiha fil-kaxxa pprovduta
Tick (✓) the year group s/he will be in, in the box provided

Il-Livell tal-Kindergarten – Kindergarten Level		
Kindergarten 1 (Ottubru/October) ²	Kindergarten 1 (Frar/February) ³	Kindergarten 2 (Ottubru/October)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

L-iskola Primarja – Primary School					
L-Ewwel Sena Year 1	It-Tieni Sena Year 2	It-Tielet Sena Year 3	Ir-Raba' Sena Year 4	Il-Hames Sena Year 5	Is-Sitt Sena Year 6
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

L-iskola Medja – Middle School	
Is-Seba' Sena Year 7	It-Tmien Sena Year 8
<input type="checkbox"/>	<input type="checkbox"/>

L-iskola Sekondarja – Secondary School		
Id-Disa' Sena Year 9	L-Għaxar Sena Year 10	Il-Hdax-il Sena Year 11
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Immarka (✓) jekk hemmx aħwa fl-istess skola

¹ F'każ ta' studenti barranin BISS.
In case of foreign students ONLY.

² Tfal li jagħliqu tliet snin sal-aħħar ta' Diċembru għandhom jibdeu jattendu l-iskola mill-ewwel ta' Ottubru ta' dik is-sena.
Children who will be three years old by the end of December should start attending school as from 1st October of that year.

³ Tfal li jagħliqu tliet snin sal-aħħar ta' April tas-sena ta' wara għandhom jibdeu jattendu l-iskola fl-ewwel ta' Frar ta' dik is-sena.
Children who will be three years old by the end of April of the following year should start attending school on 1st February of that year.

Tick (✓) if there are siblings in the same school

Iva (Yes)

Le (No)

Jekk iva, nizzel isem ħuh/a jew oħtu/oħtha u l-klassi li qiegħed/qiegħda fiha

If yes, write down his/her brother's or sister's name and the class in which s/he is

L-isem Name	
Il-klassi Class	

Immarka (✓) jekk xi wieħed mill-ġenituri/kustodju legali jaħdem fl-istess skola/Kulleġġ

Tick (✓) if one of the parents/legal guardian works in the same school/College

Iva (Yes)

Le (No)

Jekk iva, nizzel ismu/isimha u l-grad tiegħu/tagħha

If yes, write down his/her name and grade

L-isem Name	
Il-grad Grade	

L-indirizz postali tal-istudent/a
Postal address of student

	Il-kodiċi postali Postcode	

It-telefown tad-dar
Home telephone number

TAQSIMA 2 – DETTALJI ADDIZZJONALI TAL-ISTUDENT/A F'KAŻ TA' TRASFERIMENT MINN SKOLA OĦRA
SECTION 2 – STUDENT'S ADDITIONAL DETAILS IN CASE OF A TRANSFER FROM ANOTHER SCHOOL

Din it-taqsimha għandha tintela BISS mill-applikanti li qed jitolbu li t-tfal tagħhom jiġu ttrasferiti minn xi skola oħra.

This section needs to be completed ONLY by applicants who are requesting that their children be transferred from another school.

L-aħħar skola li attenda/attendiet
Last school attended

Is-sena li kien/kienet fiha
The year s/he was in

Il-lingwa li studja/t jew li se jibda/tibda jistudja/tistudja mis-Seba' Sena (jekk applikabbli)
The language which s/he studied or will be studying as from Year 7 (if applicable)

Is-suġġetti li studja/t jew li se jibda/tibda jistudja/tistudja mid-Disa' Sena (jekk applikabbli)
The subject/s which s/he studied or will be studying as from Year 9 (if applicable)

TAQSIMA 3 – DETTALJI ADDIZZJONALI TAL-ISTUDENT/A BI BŻONNIJET SPEĊJALI
SECTION 3 – STUDENT WITH SPECIAL NEEDS' ADDITIONAL DETAILS

Din it-taqsimha għandha tintela BISS mill-applikanti li t-tfal tagħhom għandhom xi bżonnijiet speċjali.

This section needs to be completed ONLY by applicants whose children require special needs.

In-numru maħruġ mill-Bord dwar il-każ speċjali (jekk applikabbli)
Statementing Board number (if applicable)

Immarka (✓) jekk l-istudent/a għandux/għandhiex diġà LSE
Mark (✓) in the appropriate box if the student has already been assigned an LSE

Iva (Yes)

Le (No)

Immarka (✓) t-tip ta' għajnuna li qiegħed/qiegħda tirċievi (jekk applikabbli)

Mark (✓) the type of statement (if applicable)

- Sapport fuq bażi individwali, matul il-ħin kollu tal-iskola
Full-time support, on a one-to-one basis
- Sapport mogħti matul il-ħin kollu tal-iskola, iżda mhux fuq bażi individwali
Full-time support
- Sapport offrut lil aktar minn student wieħed fl-istess klassi
Shared in the same class
- Sapport offrut lil aktar minn student wieħed, mhux neċessarjament fl-istess klassi
Shared support
- Għajnuna mogħtija mill-għalliem tal-klassi, b'kollaborazzjoni mal-LSE, jekk ikun hemm is-servizz tal-LSE fil-klassi
Benefits

Immarka (✓) jekk l-istudent/a għandux/għandhiex trasport speċjali
Mark (✓) in the appropriate box if the student has special transport

Iva (Yes)

Le (No)

TAQSIMA 4 – DETTALJI ADDIZZJONALI DWAR STUDENTI BARRANIN
SECTION 4 – FOREIGN STUDENTS' ADDITIONAL DETAILS

Din it-taqsimha għandha timtela BISS f'każ ta' studenti barranin.
This section needs to be completed ONLY in the case of foreign students.

Immarka (✓) biex tindika jekk hux obligat li jsir ħlas għas-servizz edukattiv tal-istudent/a matul is-sena skolastika li se jkun/tkun qed jattendi/tattendi

Iva (Yes)

Le (No)

Mark (✓) in the appropriate box to indicate whether it is obligatory to pay for the student's educational service for the year in which s/he will be attending

TAQSIMA 5 – DETTALJI TAL-ĠENITURI JEW KUSTODJI LEGALI
SECTION 5 – DETAILS OF PARENTS OR LEGAL GUARDIANS

Din it-taqsimha trid timtela mill-applikanti kollha.
This section needs to be completed by all applicants.

Isem u kunjom il-missier/kustodju legali <i>Father's/legal guardian's name & surname</i>

Isem u kunjom l-omm/kustodju legali <i>Mother's/legal guardian's name & surname</i>

In-numru tal-Karta tal-Identità <i>Identity Card number</i>	<input type="text"/>
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In-numru tal-Karta tal-Identità <i>Identity Card number</i>	<input type="text"/>
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In-numru tal-passaport ⁴ <i>Passport number</i>	<input type="text"/>
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In-numru tal-passaport ⁵ <i>Passport number</i>	<input type="text"/>
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Il-pajjiż tat-twelid <i>Country of birth</i>	<input type="text"/>
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Il-pajjiż tat-twelid <i>Country of birth</i>	<input type="text"/>
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In-nazzjonalità <i>Nationality</i>	<input type="text"/>
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In-nazzjonalità <i>Nationality</i>	<input type="text"/>
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⁴ F'każ BISS li l-missier/kustodju legali jkun barrani.
In case of a foreign father/legal guardian ONLY.

⁵ F'każ BISS li l-omm/kustodju legali tkun barranija.
In case of a foreign mother/legal guardian ONLY.

In-numru tat-telefown
Telephone number

In-numru tat-telefown
Telephone number

In-numru tal-mowbajl
Mobile phone number

In-numru tal-mowbajl
Mobile phone number

L-indirizz postali tal-missier/kustodju legali Postal address of father/legal guardian		
	Il-kodiċi postali Postcode	

L-indirizz postali tal-omm/kustodju legali Postal address of mother/legal guardian		
	Il-kodiċi postali Postcode	

L-indirizz elettroniku
e-mail address

L-indirizz elettroniku
e-mail address

TAQSIMA 6 – RAĠUNIJET MOGHTIJA GĦAR-REĠISTRAZZJONI TAL-ISTUDENT/A FL-ISKOLA MAGĦŻULA
SECTION 6 – REASONS GIVEN FOR THE STUDENT'S REGISTRATION IN THE CHOSEN

Din it-taqsimha għandha timtela BISS mill-ġenituri/kustodji legali li MA JOQOGĦDUX fl-istess lokalità tal-iskola li fiha jixtiequ jirreġistraw lit-tifel/tifla/tfal tagħhom.

This section needs to be completed **ONLY** by parents or legal guardians who **DO NOT RESIDE** in the same locality of the school in which they would like to register their child/ren.

TAQSIMA 7 – DIKJARAZZJONI MILL-ĠENITURI JEW KUSTODJI LEGALI
SECTION 7 – DECLARATION FROM PARENTS OR LEGAL GUARDIANS

Din it-taqsimha għandha timtela mill-ġenituri (l-omm u l-missier) jew il-kustodji legali.

This section needs to be completed by both parents or legal guardians.

Aħna, il-ġenituri/kustodji legali ta' (nizżel l-isem u l-kunjom sħiħ tat-tifel/tifla) _____,
solennement niddikjaraw illi, safejn nafu aħna, l-informazzjoni kollha li nizżilna f'din il-formola hija korretta.

We, the parents/legal guardians of (full name and surname of the child) _____,
solemnly declare that, to the best of our knowledge and belief, the information in this application is correct.

Il-firma tal-missier/kustodju legali
Father's/legal guardian's signature

Il-firma tal-omm/kustodju legali
Mother's/legal guardian's signature

Id-data
Date

Please do not sign here.
Both parents need to
sign at school.

TAQSIMA 8 – DOKUMENTI MEHTIEĠA
SECTION 8 – DOCUMENTS REQUIRED

1. Ċertifikat tat-twelid tat-tifel/tifla (f'każ ta' studenti barranin BISS).
Child's birth certificate (in case of foreign students ONLY).
2. F'każ ta' ġenituri separati/divorżjati, ikunu meħtieġa d-dokumenti uffiċjali dwar il-kustodja tat-tifel/tifla (jekk applikabbli).
In case of separated/divorced parents, the official documents of the child's custody (if applicable), are required.
3. F'każ li wieħed mill-ġenituri/kustodji legali jirrifjuta jew ma jkunx jista' jiffirma din il-formola, għal kwalunkwe raġuni, kif mitlub f'Taqsima 7, ikun meħtieġ li jsir rikors fil-Qrati ta' Malta biex it-talba għar-registrazzjoni tat-tifel/tifla fl-iskola magħżula tkun tista' tiġi pproċessata mingħajr il-kunsens tal-parti l-oħra. It-talba għar-registrazzjoni tat-tifel/tifla tkun tista' tiġi pproċessata BISS meta kopja tad-dokument uffiċjali, maħruġ mill-Qorti, ikun ipprezentat ma' din il-formola.
If one of the parents/legal guardians refuses or is not able to sign this form, for whatever reason, as required in Section 7, an application needs to be filed in the law courts of Malta so that the request for the registration of the child in the chosen school could be processed without the other party's consent. The request for the registration of the child could ONLY be processed when a copy of the official document, issued by the court, is presented with this form.
4. Kopja bil-kulur tal-Karta tal-Identità tal-ġenituri/kustodji legali (miż-żewġ naħat) JEW kopja tal-passaporti tagħhom (tradotti għall-Ingliż b'mod uffiċjali, f'każ ta' ġenituri barranin). Il-kopja tal-Karta tal-Identità jew tal-passaporti għandha tkun iffirmita mill-applikanti. L-applikanti għandhom jipprezentaw ukoll id-dokumenti originali meta jirreġistraw lit-tfal tagħhom.
A photocopy in colour of the parents'/legal guardian's Identity Card (back & front) OR a copy of their passports (translated officially into English, in case of foreign parents). The photocopies of the Identity Card or passports should be signed by the applicants. Applicants should also present the original documents when they register their children.
5. F'każ ta' ġenituri barranin jew ġenituri li se jrin joqogħdu fl-istess lokalità fejn tinsab l-iskola li fiha jixtiequ jirreġistraw lit-tfal tagħhom, ikun meħtieġ kopja tal-kuntratt tal-kirja jew konvenju.
In case of foreign parents or parents who will be residing in the same locality as the school they wish to register their children in, a copy of the leasing agreement or promise of sale is required.
6. Jekk issir talba mill-ġenituri/kustodji legali biex it-tifel/tifla tiġi registrata go skola li mhix fil-lokalità li jkun joqogħdu fiha huma u r-raġuni li tingħata (f'Taqsima 6) tkun li t-tnejn jaħdmu, u għaldaqstant ma jkunx jistgħu jwasslu jew jiġbru lit-tfal tagħhom lejn u mill-iskola, ikun meħtieġ li tinħareġ ittra uffiċjali mill-ETC jew minn min jimpjega lill-ġenituri/kustodji legali, li tiċċertifika li t-tnejn tabilhaqq jaħdmu. Importanti li l-ħinijiet tax-xogħol ikunu indikati.
If a request is made by the parents/legal guardians to register their children in a school which is not in the locality in which they reside and the reason given (in Section 6) is related to the fact that both parents work, and therefore could not bring and pick up their children to and from school, an official letter from ETC or the employers of the parents/legal guardians will be needed in order to certify that they both work. It is important that the hours of work are indicated.
7. Ittra ta' kunsens minn min se jkun qiegħed iwassal u/jew jiġbor lit-tifel/tifla lejn u mill-iskola, minflok il-ġenituri/kustodji legali (jekk applikabbli).
Letter of consent, written by a third party, who will assume the responsibility of bringing and/or picking the child to and from school instead of the parents/legal guardians (if applicable).
8. Ittra ta' kunsens mill-ġenituri/kustodji legali fejn jawtorizzaw lil ħaddieħor biex iwassal u/jew jiġbor lit-tifel/tifla tagħhom lejn u mill-iskola (jekk applikabbli).
Letter of consent by parents/legal guardians in which they authorize a third party to assume the responsibility of bringing and/or picking the child to and from school (if applicable).

9. Kopja bil-kulur tal-Karta tal-Identità tal-persuna awtorizzata, kif imsemmija f'Punt 7, biex twassal u/jew tiġbor lit-tifel/tifla lejn u mill-iskola (miż-żewġ naħat) (jekk applikabbli). Il-kopja tal-Karta tal-Identità għandha tkun iffirmata mill-persuna awtorizzata. Il-Karta tal-Identità oriġinali għandha tiġi pprezentata wkoll.
A photocopy in colour of the Identity Card of the person who is authorized, as mentioned in Point 7, to assume the responsibility of bringing and/or picking the child to and from school (back & front) (if applicable). The photocopy of the Identity Card should be signed by the authorized person. The original Identity Card should also be presented.
10. Ċertifikat tal-mewt jekk xi wieħed mill-ġenituri/kustodju legali jkun nieqes (f'każ ta' studenti barranin BISS).
Death certificate if one of the parents/legal guardians is deceased (in case of foreign students ONLY).
11. Dokumenti oħra li jistgħu jsaħħu t-talba tal-applikanti.
Any other documents which could substantiate further the applicants' request.
12. Dokumenti oħra li jistgħu jintalbu mill-Kulleġġ jew l-Iskola.
Any other documents which could be requested by the College/school.

NOTI IMPORTANTI:

- Studenti li ma joqogħdux f'xi waħda mil-lokalitajiet tal-Kulleġġ, ma jistgħux jingħataw is-servizz tat-trasport.
Students who reside outside the College localities cannot be provided with transport arrangements.
- F'każ ta' ġenituri/kustodji legali li **MA JOQOGĦDUX** fl-istess lokalità tal-iskola li fiha jixtiequ jirreġistraw lit-tfal tagħhom, din l-applikazzjoni għandha tintbagħat fl-Uffiċċju tal-Kap tan-Network tal-Kulleġġ.
*In the case of parents/legal guardians who **DO NOT RESIDE** in the same locality of the school in which they would like to register their children, this application should be sent to the Office of the Head College Network.*
- F'każ ta' ġenituri/kustodji legali li **JOQOGĦDU** fl-istess lokalità li fiha jixtiequ jirreġistraw lit-tfal tagħhom, din l-applikazzjoni għandha tintbagħat lill-amministrazzjoni tal-iskola.
*In the case of parents/legal guardians who **RESIDE** in the same locality of the school in which they would like to register their children, this application should be sent to the school's administration.*
- Il-ġenituri/kustodji legali għandhom jagħmlu appuntament mas-segretarjat tal-Kulleġġ jew l-Iskola (skont kif japplika) biex jiġu vverifikati d-dokumenti oriġinali.
Both parents/legal guardians should make an appointment with the College/school secretariat (depending on which is applicable) so that the original documentation can be verified.
- Talbiet aċċettati għal studenti minn lokalitajiet li ma jagħmlux parti mill-Kulleġġ, huma validi biss sakemm jgħaddi l-perjodu tal-iskola Primarja. Meta dan il-perjodu jasal fi tmiemu, studenti li mhumx mil-lokalitajiet tal-Kulleġġ jiġu awtomatikament diretti għall-iskola Medja/Sekondarja tal-Kulleġġ fejn huma residenti. Għalhekk, kull talba li se ssir għal studenti li se jkunu minn Year 7 'il fuq minn lokalitajiet li ma jagħmlux parti mill-Kulleġġ, dawn iridu jsiru kompletament mill-ġdid.

Accepted requests for students of out of College catchment/locality are only valid for the period that the students are of Primary school age. On completion of the Primary Years, out of catchment area students will be automatically directed to their residence address catchment Middle/Secondary school. Any out of locality/catchment requests for Year 7 and beyond need to be submitted again.

GĦALL-UŻU UFFIĊJALI / FOR OFFICIAL USE

- It-talba għar-reġistrazzjoni/trasferiment tal-istudent/a giet **AĊĊETTATA**
*The request for student's registration/transfer is **ACCEPTED***
- It-talba għar-reġistrazzjoni/trasferiment tal-istudent/a **MHIX AĊĊETTATA**
*The request for student's registration/transfer is **NOT ACCEPTED***

Il-Firma tal-Kap tan-Network/Kap tal-Iskola
Signature of Head College Network/Head of School

Id-data
Date



MARIA REGINA COLLEGE
PRIMARY NAXXAR

Child Health Record Sheet
Scholastic Year 20__/20__

Child Details													
Name													
Surname													
Date Of Birth	d	d	/	m	m	/	y	y	Id Card No.				
Class									Gender	<input type="checkbox"/>	Male	<input type="checkbox"/>	Female
Address													
Postal Code					Home Telephone No.								

Does your Child suffer from (Mark as necessary)					
Diabetes	<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Allergic to Penicilin	<input type="checkbox"/>
Epliepsy	<input type="checkbox"/>	Skin Problems	<input type="checkbox"/>	Behavioural Problems	<input type="checkbox"/>
Hay Fever	<input type="checkbox"/>	Others	<input type="checkbox"/>		
Sinus	<input type="checkbox"/>	If others give Details			
Fits	<input type="checkbox"/>				
Nose Bleeding	<input type="checkbox"/>				
Heart Problems	<input type="checkbox"/>				

Medicinals (If child needs medicinals during School Hours please advise)				
Child takes Medicinals	YES	<input type="checkbox"/>	No	<input type="checkbox"/>

NOTE:

It is the responsibility of parents to inform Head of School of any changes in the medical condition of their child.

Signature: _____

ID No: _____

Date: _____

d d / m m / y y

Data Protection Statement

This information is required for the school administration purposes. Some of the information may be passed on to the College of which the school forms part and the Education Directorates. It will be held in strict confidence both manually and on computer where only authorised staff can have access to it. The school, the college and the Education Directorates carry out their functions under the Education Act 1988. Parents are to inform the Head of School with changes to the information submitted above. All data is collected and processed in accordance with the Data Protection Act 2001, other subsidiary legislation and the school Data Protection Policy, a copy of which is available on demand. Parents may write to the Head of School for access to data held on their son/daughter and about themselves



MARIA REGINA COLLEGE
NAXXAR PRIMARY

Health Check
Consent Form

Details of Student	
Name	
Date of Birth	Birth Registration No

Declaration
I, _____ the undersigned, mother/father/legal guardian of the above student, am aware that doctors, dentists, nurses and other paramedical professionals visit the school regularly to carry out health routine checks on children. I am also aware that such consent applies for these routine health checks to be carried out on the above mentioned child whenever necessary throughout the scholastic years that the child attends the above mentioned school, and that if I opt not to give consent, the Head reserves the right to ask for a medical certificate from a medical professional when required, a copy of which may be given to the school doctor.

Tick as appropriate	
I consent <input type="checkbox"/>	I do not consent <input type="checkbox"/>
Signature: _____	
ID No: _____	
Date: _____	

Data Protection Statement
This information is required for the school administration purposes. This consent is required in the interest of your child. Information may be passed to the College of which this school forms part, and the Education Directorates as required by law. It will be held in strict confidence both manually and on computer where only authorised staff can have access to it. The school, the college and the Education Directorates carry out their functions under the Education Act 1988. All data is collected and processed in accordance with the Data Protection Act 2001, other subsidiary legislation and the school Privacy Policy, a copy of which is available on demand.



AGREEMENT ON INTERNET AND ICT USE

Pupil's Details

Name and Surname:

ID Number:

Parent/Carer's Consent

I have read and understood the school rules for responsible Internet use and give permission for my son/daughter whose name appears above to access the Internet. I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials. I understand that the school cannot be held responsible for the nature or content of materials accessed through the Internet. I agree that the school is not liable for any damages arising from use of the Internet facilities.

Parent/Carer's Name & Surname:

ID Number:

Signature: _____

Date _____

Parent/Carer's Consent:

I agree that, if selected, my son/daughter's work may be published on the school website. I also agree that photographs that include my son/daughter may be published subject to the school rules that photographs will not clearly identify individuals and that full names will not be used.

Parent/Carer's Name & Surname:

ID Number:

Signature: _____

Date _____

Data Protection: The Department of Technology in Education collects and processes information to carry out its functions under the Education Act. All data is collected and processed in accordance with the Data Protection Act 2001, the Education Act, other subsidiary legislation and the Privacy Policy of the Department, a copy of which is available on demand.

Data Protection Statement

This information is required in the interest of your child for school administration purposes. Some of the information may be passed on to the College and the Education Directorates. It will be held in strict confidence both manually and on computer where only authorised staff have access to it. The School, the College and the Education Directorates carry out their functions under the Education Act 1988. Parents are to inform their Head of School with changes to the information submitted above. All data is processed in accordance with the Data Protection Act 2001, other subsidiary legislation and the school Data Protection Policy, a copy of which is available on demand. Parents may write to the Head of School for access to data held on their son/daughter and about themselves.



Consent for Electronic Messages Transmission

Details of Student	
Name	<input type="text"/>
Class	<input type="text"/>
Date of Birth	<input type="text"/> Birth Registration No <input type="text"/>

ACCEPTANCE TO RECEIVE SMS (messages)	
<p>I, _____ the undersigned, mother/father/guardian of _____ am aware that the school may regularly send alerts and messages in respect of school activities, reports and results in the form of SMS. Therefore I hereby give my consent to the school to send such messages for my attention. I am also aware that such consent may be withdrawn by me at any time upon notice to the school.</p>	
Mobile No:	<input type="text"/>
Signature:	<input type="text"/>
ID No:	<input type="text"/>
Date:	<input type="text"/>

Data Protection Statement
<p>This information is required in the interest of your child for school administration purposes. Some of the information may be passed on to the College and the Education Directorates. It will be held in strict confidence both manually and on computer where only authorised staff have access to it. The School, the College and the Education Directorates carry out their functions under the Education Act 1988. Parents are to inform their Head of School with changes to the information submitted above. All data is processed in accordance with the Data Protection Act 2001, other subsidiary legislation and the school Data Protection Policy, a copy of which is available on demand. Parents may write to the Head of School for access to data held on their son/daughter and about themselves.</p>



Consent Form for the taking of and use of photo / video Images of Students

Details	
Name of Student	<input type="text"/>
Name of Parent or Legal Guardian	<input type="text"/>

From time to time the school will require to

- take photos of its pupils during school activities
- film school activities including its pupils taking part
- use photos it has of pupils so that these will appear in publications of the school or in newspapers
- use photos for the school website or the websites of the College or of the Education Directorates

So that the school will be working in accordance with the Data Protection Act of 2001, it requests your permission to use the above mentioned photo/video images. Please answer the following questions and then sign and write down the date in the space provided on this form. This consent can be revoked by you at any time in writing. This form is to be returned to the Head of School.

	Yes	No
Can we take photos of your child during school activities?	<input type="checkbox"/>	<input type="checkbox"/>
Do you give permission for your child to be filmed during school activities?	<input type="checkbox"/>	<input type="checkbox"/>
Can we send photos and videos of your child to newspapers and television stations to be able to show school activities in the media?	<input type="checkbox"/>	<input type="checkbox"/>
Can we use/publish photos of your child in publications (newsletters, magazines, etc.) or on notice boards, belonging to the school, and/or college, and/or the Education Directorates?	<input type="checkbox"/>	<input type="checkbox"/>
Can we use photos of your child on the school website?	<input type="checkbox"/>	<input type="checkbox"/>
Can we use photos of your child on the school Blog?	<input type="checkbox"/>	<input type="checkbox"/>
Can we use photos of your child on the school Social Network (Facebook, Twitter,)?	<input type="checkbox"/>	<input type="checkbox"/>
Can we use photos of your child on the website of the College and/or the Education Directorates?	<input type="checkbox"/>	<input type="checkbox"/>
Can we use photos of your child on other selected websites? (The identity and details of the child will remain anonymous)	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____

ID No:

Date / /

Data Protection Statement

This information is required for the school administration purposes. Information may be passed to the College of which the school forms part and the Education Directorates as required by law. It will be held in strict confidence both manually and on computer where only authorised staff can have access to it. The school, the College and the Education Directorates carry out their functions under the Education Act 1988. All data is collected and processed in accordance with the Data Protection Act 2001, other subsidiary legislation and the school Privacy Policy, a copy of which is available on demand.

